

Community Corrections Division



STATE PUBLICATIONS COLLECTION

APR 20 2007

MONTANA STATE LIBRARY
1515 E. 6th AVE.
HELENA, MONTANA 59620

**Prepared for the 58th Montana Legislature
January, 2003**

Presented by: Mike Ferriter

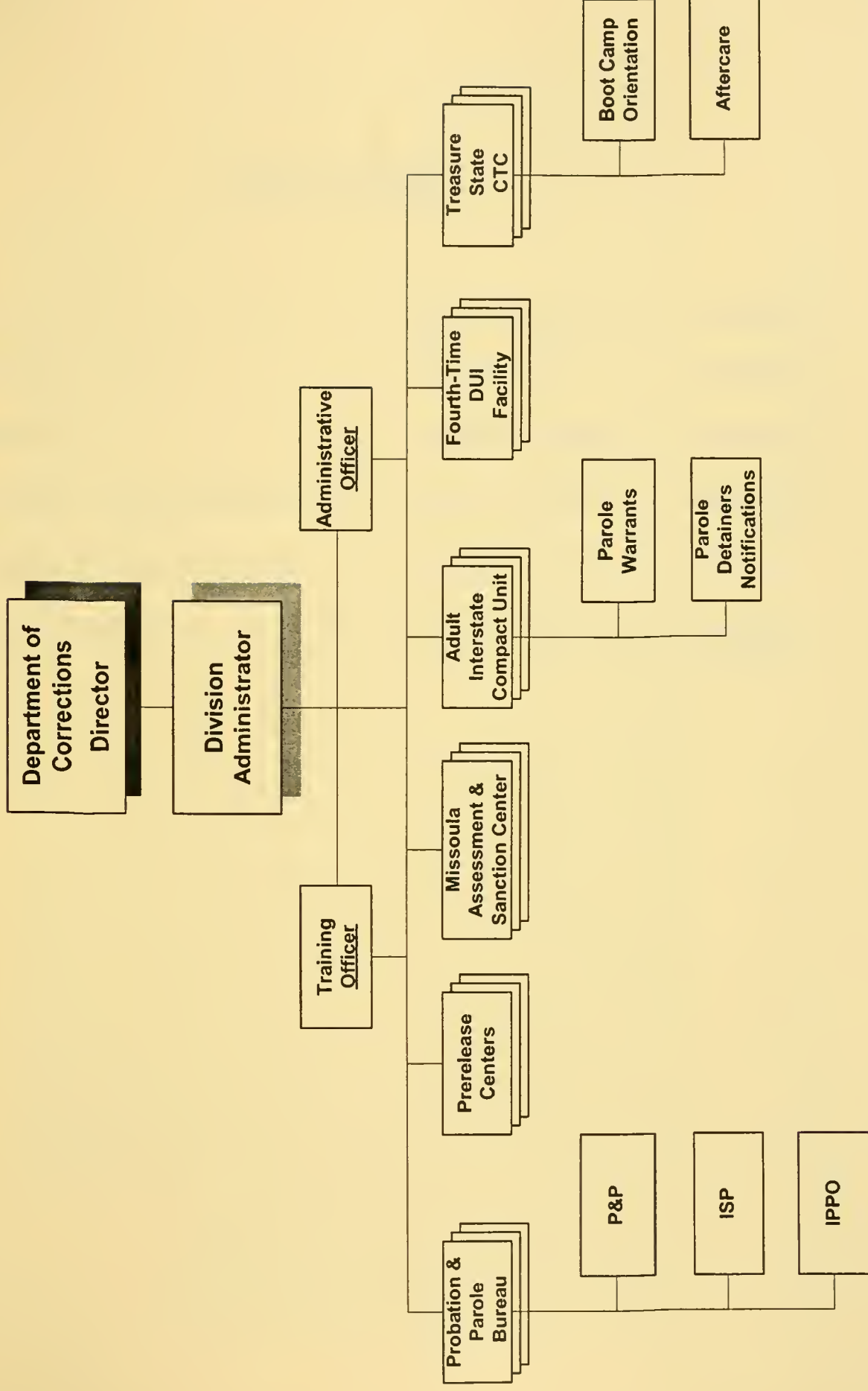
Montana State Library



3 0864 1004 0135 8

Adult Community Corrections Division Organizational Chart

January 2, 2003



Community Corrections Division

Mission

The Department of Corrections is dedicated to public safety and trust by holding adult and juvenile offenders accountable for their actions against victims through custody, supervision, treatment, work, restitution and skill development.

The Community Corrections Division promotes the Mission of the Department of Corrections by providing effective supervision, sanctions, and alternative programs to adult offenders. The Division provides offender supervision and programming through professional staff that supports the needs and concerns of crime victims, their families and the citizens we serve.

Bill Slaughter
BILL SLAUGHTER, Director

Mike Ferriter
MIKE FERRITER, Administrator

DATE: 11/09/01



Digitized by the Internet Archive
in 2011 with funding from
Montana State Library

<http://www.archive.org/details/communitycorrect2003mont>

MONTANA DEPARTMENT OF CORRECTIONS
Community Corrections

Department Goals and Objectives:

- Goal 1 To improve the safety of the Montana public and the security of our communities and homes.
Objective Manage a diverse correctional population through the strategic use of department and contract resources.
- Goal 2 To promote public trust through openness, responsiveness and program evaluation.
Objective Provide the public access to Department business.
- Goal 3 To provide accurate, timely information and support that contributes to the restoration of victims of crime.
Objective Increase awareness of the needs of crime victims and respond to their concerns.
- Goal 4 To reduce the risk that offenders will re-offend.
Objective Provide offenders with appropriate supervision, programming and work opportunities that encourage positive change.
- Goal 5 To operate correctional programs that emphasize offender accountability.
Objective Provide offenders discipline, classification, restitution and work.
- Goal 6 To provide work and program environments based on professionalism, personal responsibility, and respect.
Objective Operate the Department in an effective, safe and fiscally responsible manner.

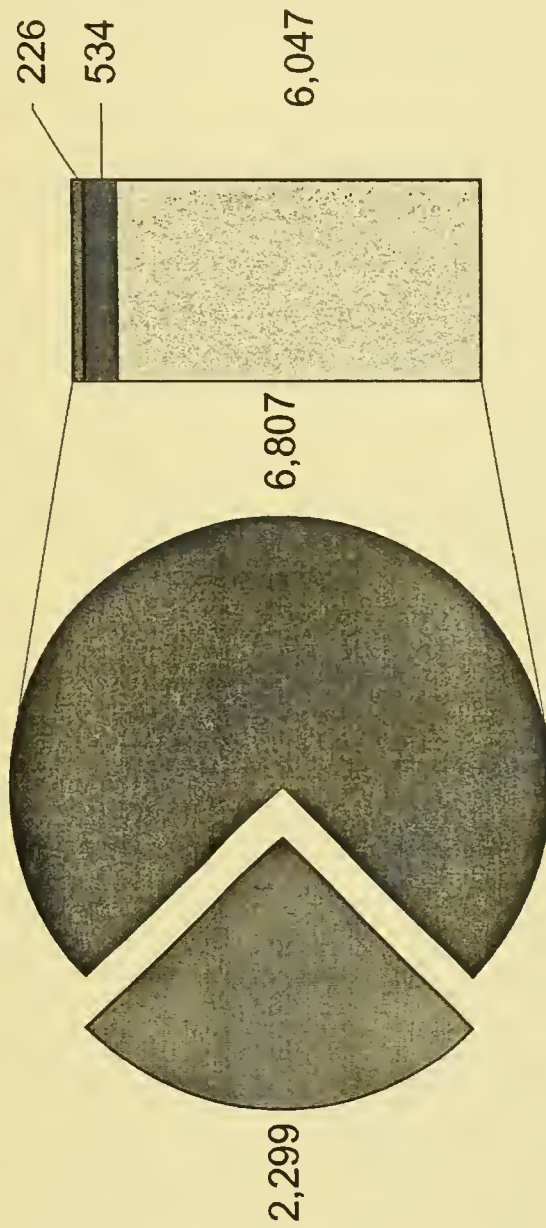
CCD Key Tasks:

- 1.1 Enhance community supervision through appropriate staffing levels. (53-1-202 MCA)
- 1.2 Maintain contracts with providers that have proven to be effective and safe. (53-1202(2) (1); 53-1-202 (b); 41-5-1523(2) & 53-1-203 (c) (j) MCA)
- 2.1 Utilize Administrative Rules when siting or expanding Residential facilities. (53-1-203(9) MCA)
- 2.2 Better utilize the Department's Newsletter to share information.
- 2.3 Include the Department's Public Information Officer in at least one Division Management Meeting annually in order to address the Division's public relation needs.
- 2.4 Each Unit/Bureau will develop a public relations program with the assistance of the Information Officer.
- 2.5 Automate the entire Division in an effort to better evaluate programs. (53-1-203(h)(I) MCA)
- 2.6 Require that all programs under contract with Division have an effective means of measuring success. (53-1-203(h) (I) (ii) MCA)
- 3.1 Provide adequate staffing levels to respond to victim impact statements in the Pre-sentence investigation process. (46-18-111 MCA)
- 3.2 Ensure that TSCTC staffing patterns allows for continuation of the victim's program. (53-30-401 MCA)

- 3.3 Ensure that P&P Bureau staff are specially trained to address the needs and issues of victims. (46-23-1004 MCA)
- 3.4 Maintain access to the Criminal Justice Information Network (CJIN). (46-18-112(b) MCA)
- 3.5 Increase the collection of restitution payments by offenders by 20% by re-establishing employment services to offenders. (46-23-1011 & 46-23-7021 MCA)
- 4.1 Establish a detention option as an intermediate sanction for offenders who violate conditions of probation, parole, prerelease or conditionally release.
- 4.2 Gain adequate funding to allow for continued community programming, specifically in the area of chemical dependency counseling. (53-1-202(c) & 53-1-202(3)(b) MCA)
- 5.1 Expand Intensive Supervision Programs. (53-1-202(2) (ii) MCA)
- 5.2 Maintain the utilization of urinalysis monitoring as outlined by federal guidelines. (53-1-201(2); 46-23-215; 46-23-1002 & 46-23-1011(1)(2) MCA)
- 6.1 Improve the rate of collection of Supervision Fees and establish fee collections for Interstate Compact and Pre-sentence Investigation services. (46-23-1031; 45-9-202(ii) & 53-1-203(c) MCA)
- 6.2 Expand Community Corrections Programs that are cost effective and that serve as a viable alternative to incarceration. (53-1-202(c) & 53-1-202(b) MCA)
- 6.3 Enhance professionalism, staff salaries, staff retention & recruitment by utilization of the Performance Management Program. (53-1-201(1)(2); 53-1-203(e); 46-23-1002; 46-23-1003(1)(2) & 46-23-1004(6) MCA)
- 6.4 Maintain over-site of the felony DUI program to ensure the program's effectiveness. (61-8-731 MCA)
- 6.5 Refine the process at the Missoula Assessment/Sanction Center to ensure offenders committed to the Department are appropriately placed. (46-18-201 (i) MCA)

Community Corrections has 75% of Adult Average Daily Population FYE2002

(Source: Calculated from daily count data reported by facilities/offices)



Secure Custody ■ ISP ■ Prerelease □ P&P



**STATE OF MONTANA
DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS DIVISION**

**PROBATION AND PAROLE
BUREAU**

ALTERNATIVES TO INCARCERATION

January 2003

**Governor Judy Martz
State of Montana**

**Director Bill Slaughter
Dept of Corrections**

**Mike Ferriter, Administrator
Community Corrections Division**

HISTORY

In 1955, the Adult Probation & Parole Bureau was established by the Montana Legislature.

As stated in Statutes *46-23-1001 through 46-23-1106, MCA*, the Department of Corrections was given the authority to:

- ❖ appoint probation and parole officers and other employees necessary to administer this part;
- ❖ authorize probation and parole officers to carry firearms, including concealed firearms, when necessary. The department shall adopt rules establishing firearms training requirements and procedures for authorizing the carrying of firearms.
- ❖ adopt rules for the conduct of persons placed on parole or probation, except that the department may not make any rule conflicting with conditions of parole imposed by the board or conditions of probation imposed by a court.

In 1995, due to the executive reorganization of Department of Family Services (DFS), and Department of Corrections and Human Services (DCHS), Juvenile Aftercare (Parole), was placed within the new Department of Corrections.

In October 2001, the department created the Juvenile Corrections Division and Juvenile Parole was placed within that Division. This move leaves the Probation & Parole Bureau responsible for adult offenders only.

PROBATION & PAROLE BUREAU

ALTERNATIVES TO INCARCERATION

The Probation & Parole Bureau is a community-based program, operated by the, Department of Corrections, State of Montana.

Probation is the most prevalent and cost-effective alternative to incarceration used by the courts.

The Probation & Parole Bureau is responsible for the supervision of adult probationers and parolees and offenders on Conditional Release in Montana.

Over 75% of all offenders in the Correctional system are supervised in the community.

The Probation and Parole Bureau staffing consists of:

- ❖ Bureau Chief
- ❖ Administrative Support-in Helena Office (2)
- ❖ Regional Administrators (6 RA's)
- ❖ Probation & Parole Officer II (13 POII's)
- ❖ Adult Probation & Parole Officers (90 PO's)
- ❖ Sex Offender Officers/Victim Services Advocate (6)
- ❖ Intensive Supervision Program Officers (17 ISP Officers)
- ❖ Institutional Probation & Parole Officers (10 IPPO's)
- ❖ Probation & Parole Officer Technicians (10 PO Tech's)
- ❖ Administrative Support (18)

The bureau's "alternatives to incarceration" programs are as follows:

- ❖ Intensive Supervision Program which includes Electronic Monitoring
- ❖ Sex Offender Officers/Victims Specialists-Specialized officers supervising sex offenders and violent offenders with a focus on victim services.
- ❖ Jail Sanctions Program and/or the Probation Violator Prison Diversion Program
- ❖ Case Management & Supervision Standards for all offenders
- ❖ Probation Officer Technicians in most rural areas
- ❖ Drug and Alcohol Testing
- ❖ Intensive Treatment Services (ITS) (Pilot in Billings only)

PROBATION & PAROLE STAFFING

RESPONSIBILITY & DUTIES

REGIONAL ADMINISTRATORS (RA)

RAs are responsible for all budgets and personnel issues in their perspective region. They also are the Hearing Officers for Adult On-Site (Parole Revocation) Hearings. The RA assesses and classifies all DOC commitments, felony offenders committed to the DOC for appropriate placement in the correctional system. RA's supervise the POIIs.

PROBATION & PAROLE OFFICERS II (POIIs)

POIIs are the first line supervisors who assist the Regional Administrator. The POII does the work of the RA in the R A's absence. POIIs provide supervision for the Probation & Parole Officers and administrative support.

In those communities that have Pre-Release centers, the POIIs are also the liaisons to the Pre-Release Centers (PRC) in their community for the Department of Corrections. In this capacity, they participate on the PRC board and are members of the screening committee, screening all offenders applying for acceptance into a PRC. POII's are the Hearings Officer for inmates in the PRC or ISP, who are served with severe and major violations. They also serve as Hearings Officers for On-Site or Preliminary Hearings on parole violators, due process hearings on parole revocations and Intervention Hearings.

POII's supervise the Intensive Supervision Programs in their area. The POII at Montana State Prison provides supervision and direction to the Institutional Probation & Parole Officers (IPPO) at the Montana State Prison and Treasure State Correctional Training Center (Boot Camp). This POII is also responsible for the basic operation and training of all IPPOs at the three Regional Prisons located in Missoula, Great Falls and Glendive, Crossroads (CCA), a private prison in Shelby, the WATCH program and the Montana Women's Prison in Billings.

ADMINISTRATIVE SUPPORT

The workload of the Administrative Support staff is heavy and varied. They support Probation & Parole staff and their subsequent services. Their work is complex due to the legal ramifications and the felony offenders they interact with daily. In urban offices, two administrative staff provides administrative support for 18-25 officers. Administrative Support staff is responsible for the collection of offender data that is entered into the ACIS/PRO-Files management information system for the Department of Corrections.

PROBATION OFFICER TECHNICIAN (PO Tech-10)

PO Technicians were recently developed in order to provide enhanced assistance to the Probation & Parole Officers in the more rural areas where there is only one or two officers in a large geographical area.

PO Technicians are required to successfully complete the MLEA Probation & Parole Basic training course. They assist the Probation & Parole Officer in duties such as offender urinalysis testing; gathering information for Pre-Sentence Investigations and Report of Violation; home contacts with the offender; employer contacts and other collateral contacts with law enforcement. PO Technicians also provide the officer with administrative services, including the data entry into ACIS.

ADULT PROBATION & PAROLE OFFICERS (90):

Probation & Parole Officers provide numerous services to their communities and the state. They have several bosses and wear many hats. To be effective, they balance the often-conflicting duties of being a counselor and a cop.

Even though they are Department of Corrections employees, they are responsible to the District Court Judges in the twenty-three Judicial Districts in the State of Montana. The District Court Judges order Probation & Parole to investigate and prepare Pre-Sentence Investigation (PSI) reports on felony offenders. The PSI report assists the District Court Judge in sentencing felony offenders to the most appropriate placement available.

Probation & Parole Officers also provide many functions for the Board of Pardons & Parole. The BOPP is a quasi-judicial board, appointed by the Governor, whose executive function is only attached to the department.

Officer's daily work involves daily contact with felony offenders, judges, law enforcement, victims, attorneys, and treatment providers. Officer's main responsibility is the effective monitoring, supervision, and counseling of offenders sentenced to serve probation by the court and parole offenders released from incarceration by the BOPP. In addition, officers supervise the offenders placed on conditional release.

An average day for an officer includes visiting the homes, workplace, or treatment provider of the offender assigned to their caseload. It may include a search of the offender's home and often times, seizure of contraband. Officers have the authority to arrest offenders and carry firearms.

Officers collect urine specimens from offenders to test for alcohol and illegal drug use. Officers also monitor restitution payments to the victim, fines to the court and collect supervision fees from the offender.

The officer's ultimate goal is controlling the offenders' behavior through sanctions and programming, while providing community safety.

INTENSIVE SUPERVISION PROGRAM OFFICERS (ISP-17)

The Intensive Supervision Program, developed in 1987, was a pilot project in Billings and was financially supported by a grant from the Board of Crime Control. The offenders served by this program are inmates, high-risk parolees or higher risk diversion (probationary) offenders.

ISP monitors and supervises the offender at an intensive level, while the offender works and supports themselves and their family in a community. Offenders are mandated to work, pay restitution, volunteer for community service, attend programming and treatment, while under the close watch of the ISP Officer.

The Intensive Supervision Program, which includes electronic monitoring, is designed to provide a cost-effective alternative to incarceration for adult felony offenders. ISP provides supervision for higher risk offenders. If not for the Intensive Supervision Program, many of these offenders would have been sentenced to prison or returned to prison as probation or parole violators.

During Phase I (the first three months) of Intensive Supervision, the offender is monitored electronically with an ankle bracelet. For those with a history of alcohol abuse, the officer uses the intoxilizer unit. Offenders on the Intensive Supervision Program may be sentence to probation as a diversion, released on parole (either released from incarceration or in lieu of return to the prison) or on inmate status. Most, if not all, of these offenders would be incarcerated if this program did not exist.

One goal of restorative justice is at hand when the offender pays victim restitution and completes community service hours.

Another goal of the Intensive Supervision Program is to provide intense supervision to an offender on a daily basis while requiring that offender to work and be responsible for his daily life needs. The main goal of this program is to provide the department with a cost-effective alternative to incarcerating offenders in prison, providing the punishment, public safety, and treatment objectives of the Department.

ISP teams are located in the following communities:

- ❖ Billings (4)
- ❖ Great Falls (3)
- ❖ Missoula (4)
- ❖ Bozeman (2) (1 position vacant due to vacancy savings)
- ❖ Kalispell (2) (1 position vacant due to vacancy savings)
- ❖ Butte (2)

A team of two officers supervises a maximum of 36 offenders for a 1:18 ratio. Prior to accepting an offender for the Intensive Supervision Program, the Intensive Supervision Team requires each applicant be screened and accepted by a Screening Committee, which consists of community and law enforcement persons.

INSTITUTIONAL PROBATION & PAROLE OFFICERS (IPPO-10)

Another unique position within the Bureau is the Institutional Probation & Parole Officer. Their purpose is to facilitate the placement of an inmate back into the community via Intensive Supervision, Pre-Release, Conditional Release, Parole or Probation. They provide the coordination necessary for the prison, the Probation & Parole Officers, and Pre-Release Centers to expedite the transition of inmates from the institution to the community.

Institutional Probation & Parole Officers (IPPOs) provide a myriad of other services to the facilities to which they are attached and the offenders in those facilities.

IPPOs are located at the following locations:

- ❖ 3 Montana State Prison (Deer Lodge)
- ❖ 1 Treasure State Correctional Treatment Center (Boot Camp at Deer Lodge)
- ❖ 3 (1 at each of the Regional Prisons - Great Falls, Missoula, Glendive)
- ❖ .5 Montana Women's Prison (Billings) (.5 vacancy savings)
- ❖ 1 WATCH DUI Treatment program (Warm Springs)
- ❖ 1 Crossroads Correctional Center – Private Prison (Shelby)

These officers have the role of liaison between the correctional facilities, the Board of Pardons and Parole and Probation & Parole field staff. All offenders discharging or paroling from the prisons must be signed out and given a travel permit by the IPPO from the facility. IPPO's assist in screening offenders for Pre-release centers & ISP programs.

The IPPO's also ensure the appropriate offenders have registered as Sexual/Violent offenders and the DNA testing has been accomplished.

IPPO's help the offender develop a viable parole or release plan back in the community. Many offenders who are difficult to parole, specifically those with medical or mental health issues, require the expertise of these officers to assist them in the planning and release from the facility.

SEX OFFENDER OFFICERS/VICTIM SERVICES ADVOCATE (6)

All Probation & Parole Officers attend training specific to the most effective techniques in supervising sex offenders. This training includes information about the Montana Sex Offender Treatment Association and the specialized treatment this organization provides for sex offenders, the various types of sex offenders, the offender's cycle of abuse, red flags to relapse and relapse prevention.

Sex offenders are less likely to reoffend when they are actively participating in sex offender treatment and are being closely monitored by specialized officers. The National Center for the Effective Management of Sex Offenders recommends ratio of no greater than 1:40 when supervising high-risk sexual/violent offenders.

Montana has developed sex offender officer positions in those Montana communities that have the highest concentrations of sex offenders. Each ISP team has one member of the team who has additional and specialized sex offender training to supervise sex offenders.

These sex offender officers are located:

- ❖ Missoula
- ❖ Butte/Helena
- ❖ Great Falls
- ❖ Billings (2)
- ❖ Kalispell

These officers have attended several hours of additional training and have had training at the Sex Offender program at the prison. Their expertise is key in understanding the laws that are specific to sexual/violent offenders, such as registration, community notification and DNA testing.

In these communities, the sex offender specialists network closely with the community, law enforcement, treatment providers and crime victims. These officers offer themselves as a resource for both law enforcement and crime victims. In addition to writing the Pre-Sentence Investigations on sex offenders, these officers understand the special needs of the victim and the resources available through the Crime Victims Units to assist them.

These officers involve themselves in the offenders' sex offender treatment by attending group sessions. By attending group sessions, it is made clear to the offender that the PO is closely monitoring them and there is no confidentiality. This close involvement makes it more difficult for the offender to manipulate the Probation & Parole Officer.

Due to the fact that there is not any confidentiality between the therapist and the officer, supervision violations and red flags indicating relapse can be monitored more easily. The officer and the therapist maintain an extremely close working relationship and rely on one another to provide effective management of sex offenders in the community.

These officers work closely with the Department of Justice, who maintains the registration file on Sexual/Violent Offenders.

PRE-SENTENCE INVESTIGATION REPORT (PSI)

The pre-sentence investigation report is one of the most significant documents generated on the offender within the Department of Corrections. The purpose of the PSI report is to assist the Judge in sentencing felony offenders to the most appropriate sentence.

The Probation & Parole Bureau is responsible for writing PSI's for District Court Judges serving Montana's twenty-three Judicial Districts. Prior to sentencing felony offenders, the District Court Judge orders the Probation & Parole Bureau to complete a Pre-Sentence Investigation (PSI), per MCA 46-18-111. The Probation Officer then interviews the defendant and prepares the PSI as specified in MCA 46-18-112. Without a PSI, the court has little or no background information about the defendant. The pre-sentence investigation, as part of the court record, is confidential and not open for public inspection.

Contents of PSI report per statute:

- ❖ the defendant's characteristics, circumstances, needs and potentialities;
- ❖ the circumstances of the offense (official version, defendant's version and victims version);
- ❖ the defendant's criminal history;
- ❖ the defendant's social history, mental and substance abuse history;
- ❖ the harm caused, as a result of the offense, to the victim, the victims immediate family and the community and any pecuniary loss through a victims statement;
- ❖ summary and recommendation of sentencing alternatives to the court.

The Probation Officer assigned to conduct the investigation consults with the county attorney and the defense attorney; conducts interviews with the defendant, the victim(s) of the offense, and other pertinent individuals.

The officer verifies criminal records, psychological, and treatment reports, juvenile records (when pertinent), employment history, family/social background, educational history, and completes a report that reads much like a biography of the defendant.

Prior to sentencing, this report is reviewed by the court and both the prosecuting and defense attorney. At the time of the sentencing hearing, the Probation Officer may be called to testify as to the contents of the report and the sentencing recommendation, which includes conditions for supervision or placement. The PSI writer evaluates the options and considers the sentence that would give the offender the best opportunity for change while giving consideration to the victim(s) and providing for public safety. This is a delicate balance at best.

The PSI is used to assess the level of risk and/or dangerousness of the offender and determine the most appropriate, least restrictive placement for each offender who enters the corrections system.

The Pre-Sentence Investigation report becomes part of the offender's permanent file and follows the offender throughout the Corrections system. The PSI is utilized by all facets of the Corrections system as a screening tool for placement. The Board of Pardons and Parole also uses the PSI at the time they review the offender for release on parole.

PRE-SENTENCE INVESTIGATIONS

FISCAL YEAR 2002		
MONTH	YEAR	PSI'S WRITTEN
July	2001	165
August	2001	176
September	2001	209
October	2001	182
November	2001	199
December	2001	158
January	2002	211
February	2002	205
March	2002	238
April	2002	169
May	2002	190
June	2002	153
TOTAL		2,255

(Each PSI report averages eight (8) hours of work.)

For those offenders sentenced without a PSI, the Supervision Standards and Compliance Monitoring policy requires the officer to do a Post Sentence Investigation. The Post Sentence Investigation will provide the officer with basic information and background to provide the most appropriate level of supervision and direction for case management.

The Post Sentence Investigation is a new concept. It was estimated that judges order PSIs on approximately 70% of all felony offenders awaiting sentencing. That means that an estimated 30% of felony offenders are sentenced without a thorough background investigation. Without a PSI, judges make their sentencing decision on the information provided by the prosecuting and the defense attorney, using the plea agreement.

In the infamous Pengra case, the court sentenced the offender to a deferred sentence without a PSI. A deferred sentence is usually given to first time, non-violent offenders. The Probation & Parole Officer had little information about the offender or his crime. A few weeks after signing the offender to probation, the offender was given a travel permit to travel from Anaconda to Helena to live with his brother and find viable employment. The offender did not report into the Helena office on the specified date and that evening killed a woman, who was a wife and mother. This was a tragic case with dire consequences.

The PSI has great value to the Judge at time of sentencing.

CONDITIONS ON PROBATION OR PAROLE

(Conditions on Probation or Parole are specified in the Administrative Rules Manual (ARM), Corrections 20.7.1101)

When the Court orders an offender to be placed on probation, in lieu of incarceration, the Probation Officer supervises the offender according to the standard conditions of Probation & Parole and the special court ordered conditions. There are eight standard conditions all offenders must follow:

- ❖ **Residence:** not change your place of residence without first obtaining permission from your Probation/Parole Officer.
- ❖ **Travel:** not leave your assigned district without first obtaining written permission from your Probation/Parole Officer.
- ❖ **Employment and/or Program:** maintain employment or a program approved by your Probation Officer.
- ❖ **Reports:** personally report to your P.O. as directed.
- ❖ **Weapons:** not own, possess or be in control of any firearms or deadly weapons as defined by state or federal law.
- ❖ **Financial:** obtain permission from your P.O. before financing a vehicle, purchasing property or engaging in business.
- ❖ **Search:** submit to a search of your person, vehicle, or residence by the P.O. at any time, with or without a warrant.
- ❖ **Laws & Conduct:** comply with all city, county, state and federal laws and ordinances and conduct yourself as a good citizen. Report any arrests or contact with law enforcement to your P.O.

The ninth and subsequent conditions are the special conditions that may be placed on offenders during their probationary period by the Judge or on their parole by the Board of Pardons and Parole.

Special conditions may include:

- ❖ No alcohol use & restriction from bars
- ❖ Submit to alcohol & drug testing (urinalysis)
- ❖ Pay fines to the court and supervision fees
- ❖ Pay restitution to the victim
- ❖ Attend specific counseling and/or treatment
- ❖ Complete community service hours

RISK & NEEDS ASSESSMENT

Offenders are classified according to their level of risk and individual needs. This classification will assist the officer in determining which level of supervision the offender will be most appropriately supervised. All levels of supervision require the following activities by the Probation & Parole Officer: contact with the offender at his/her home and with his/her family, place of employment, school, program or treatment providers. Other activities include urinalysis drug testing, searches, travel permits, record checks, collecting victim restitution, supervision fees and court fines.

The Supervision Standard and Compliance Monitoring policy requires the Probation & Parole Officer to spend more time in the community with the offenders. This policy requires the officer to actively manage each individual offender.

As of November 2002, the bureau had the following percentages of offenders under each level of supervision.

SUPERVISION LEVELS (Classification from Highest Level to Lowest Level)

Supervision Level	Percentage Of Caseload	Minimum Contacts Required
Level I	3.5%	Weekly contacts
Level II	35%	Two contact per month
Level III	30%	One contact per month
Level IV	21%	One contact every 3 months
Level V	8%	One contact every six months
Level VI Conditional Discharge from Supervision (CDFS)	2.5%	Can only be granted by the court or Board of Pardons & Parole-Annual letter required from offender

Supervision Standards & Compliance Monitoring

The following information compares the previous standards of supervision to the present standards of supervision and case management. Due to increased workload, officers had to return to standards used prior to 2000.

Previous	New
Offender reports to officer. Most contacts are made in the office.	Officer goes to offender-limited office reporting-contact are in the community (home, employment, treatment, etc)
Average caseloads range in size from 80-110 active caseload per officer with mixed levels of supervision- No specialized caseloads for sexual and violent sex offenders	Caseloads are approximately 70 cases per officer. Specialized caseloads of sex offenders in six areas.
Lower levels of supervision have contact with officer every three or six months.	Offender on lower level of supervision is randomly tested for drugs; have employment and residence verified if changed.
Case Management is limited.	Case Management is standard. Goal is to have it fully implemented by FY 2002
Officer makes most field contact alone and in isolation.	Officers make field contact in pairs with other POs; PO Tech.; Law Enforcement
Chemical Dependency referrals are made, but there is long waiting list for appointments. Limited information available from treatment providers.	Chemical dependency (contracts) services for the larger offices. Offenders have immediate access to chemical dependency services. Information is more readily shared with officer.
Limited sanctions available for officers to use to gain compliance	Jail Sanctions used to gain compliance for those offenders violating supervision. Limited smaller caseloads, graduated sanctions are imposed more quickly.
Unemployed offenders are encouraged to look for work, but there is not time to provide job skills or follow through	Job Developer (contracts) services for larger offices. Offenders have immediate access to job services, development of resumes', improving educational/job skills and have follow through
Officers hours are generally 8:00 a.m. - 5:00 p.m. Monday- Friday	Officer utilize alternative work schedules which includes evenings and week-ends
Victims services limited	With smaller caseloads and specialized officers there is more time to interact with crime victims. Basic training focuses on victim's issues and services.

Restitution ordered-collection system inadequate	Restitution is ordered and it is a priority. Restitution Accords with the Department of Revenue and the Courts increase the payment of restitution to crime victims.
Home visits to offenders home is occasional-mostly reactive	Home visits to offenders home, unscheduled and more frequent.
Sex offenders are supervised without special consideration for their risk. Caseloads are mixed with all types of offenders.	In larger communities, officers who are specially trained are designated to supervise sex offenders. Smaller caseloads provide ability for closer monitoring.
Pre-Sentence Investigations are ordered on most offenders. However, some offenders on supervision are not subject to background investigations.	New Case Management policy dictates that the officer will do a Post Sentence Investigation. This report provides important information for officer to do effective case management.
Drug testing when offender reports to officer-offender can easily manipulate test	Random and regular drug testing. Offenders are called in for test.

- Officers provide updated reports to the courts, as to the offender's progress and/or violations of the conditions of probation supervision.
- The Probation Officer is responsible for regular contacts with the offender in the office, in offender's home and/or workplace.
- Probation & Parole Officers perform regular collateral contacts with treatment providers, (such as alcohol & drug counselors, mental health counselors, sex offender counselors), employers, educational programs, family members, clerk of courts, city, county, state and federal law enforcement agents, victims and restitution/community service programs and other community programs such as Pre-Release Centers.
- Officers generally partner with another officer when checking on an offender, whether doing bar checks, home visits, or searches. Officers work hand-in-hand with local police and sheriffs departments and share intelligence information.
- During home visits or random house checks the Probation Officer is responsible to identify illegal contraband or other prohibited items and/or substances and subsequently search the offender, their home and/or car.
- Officers use the safest approach possible when making an arrest. Officers also do search & seizures, stop & frisk, and other techniques and investigative skills used by other law enforcement. Officers are authorized to carry firearms.
- Officers monitor the collection of restitution for the crime victim, supervision fees and all other court fines and fees. The Officer also is available to assist the

victim when necessary.

- Officers test offenders for illegal drug use or use of prohibited substances. Methamphetamine use and labs are of particular concern when working with offenders.
 - FY 2001 18,795 drug screens (Random and Regular)
- Officers refer the offender to counseling services, assistance in securing employment and/or entering an educational/training program. Further, the Probation Officer works with the offender to develop social skills needed for effective community interaction.
- Officers have the responsibility to investigate and write Reports of Violation, making a recommendation to the District Court Judge at the revocation hearing. The officer must know these state laws and the sentencing alternatives for the offender.
- Officers work alternative schedules from 7:00 a.m. to 10:00 p.m. and on weekends to provide services to both the community and the offenders.

PROBATION STATUS VS. PAROLE STATUS

The difference between probation and parole is the offender's legal status or the legal jurisdiction of the offender. Probationers and Parolees are supervised similarly. However, the sentencing court has jurisdiction to revoke for those offenders on Probation status. The Board of Pardons and Parole has jurisdiction to revoke those on Parole status.

CONDITIONAL RELEASE OFFENDER

The offenders committed to the DOC are eligible for conditional release. These offenders are supervised with the same standards as Probationers and Parolees. They are under the jurisdiction of the Department of Corrections.

PAROLE VIOLATION and REVOCATIONS

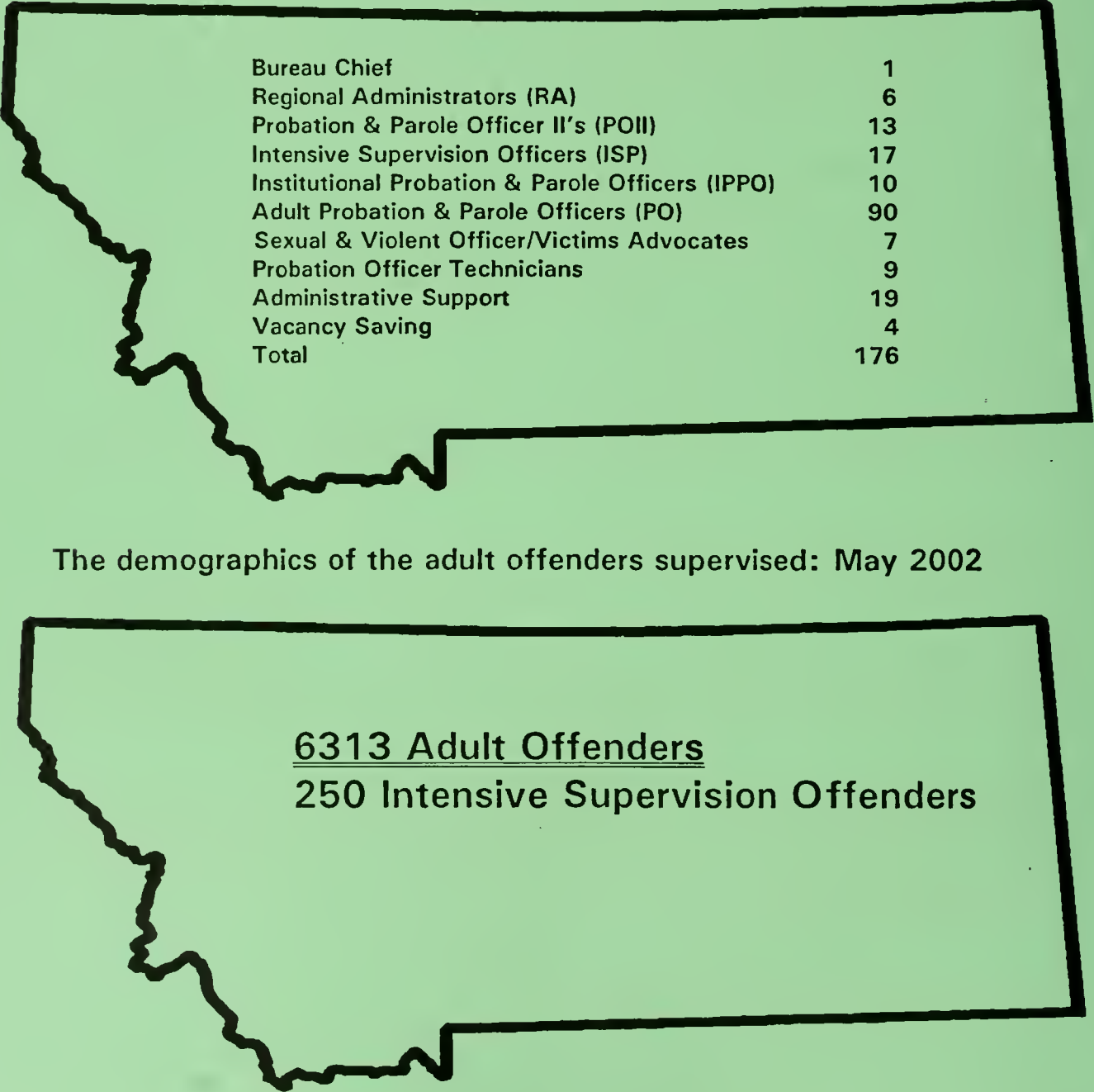
The Board of Pardons & Parole grants the release of inmates to parole from prison, prior to the inmates prison sentence expiring. This release is based on the promise that the offender will abide by strict conditions of parole supervision. In the event the parolee violates the technical parole conditions and/or gets involved in illegal activity, the Parole Officer may arrest the parolee and through an administrative hearing, recommend the return of the offender to prison.

The administrative "due process" hearing does not involve a judge or generally, any attorneys. The Parole Officer performs a role similar to that of a prosecuting attorney. The on-site hearing and subsequent decision of the Administrative Hearings Officer occurs within days of the violation report.

The Parole Officer must be knowledgeable about the statutes that pertain to this hearing and the alternatives allowed via Corrections policy.

Even though a parolee is supervised much like a probationer, a parolee's freedom is much more tenuous than a probationer's. Parolees are not entitled to bond, so they usually are not released back to the streets prior to the hearing. The Board of Pardons & Parole makes the final determination as to whether the offender's parole is revoked. In FY02, the Bureau held 165 Parole Revocation (On-Site) hearings on parole violators. Of those 165 offenders, the Board of Pardons and Parole revoked 156.

The personnel demographics of the Probation & Parole Bureau are as follows:



Bureau Chief	1
Regional Administrators (RA)	6
Probation & Parole Officer II's (POII)	13
Intensive Supervision Officers (ISP)	17
Institutional Probation & Parole Officers (IPPO)	10
Adult Probation & Parole Officers (PO)	90
Sexual & Violent Officer/Victims Advocates	7
Probation Officer Technicians	9
Administrative Support	19
Vacancy Saving	4
Total	176

The demographics of the adult offenders supervised: May 2002

6313 Adult Offenders
250 Intensive Supervision Offenders

RESTITUTION PROGRAM

Probation & Parole Officers are instrumental in the collection of restitution for crime victims and the collection of miscellaneous fees and fines ordered by the court, mostly for the counties.

FY	Fines/Fees	Restitution for Victims
2000	\$536,079	\$1,466,937
2001	\$686,526	\$2,181,364
2002	\$753,021	\$1,827,638

COST OF SUPERVISION - ACTUAL ADP FY 02



Cost per day-Probation & Parole: \$ 3.66
Plus general administration costs: .38
Total cost per day: \$ 4.04

Cost per day-Intensive Supervision: \$11.87

There are significant cost savings benefits to community-based corrections, such as Probation and Parole, Intensive Supervision and Conditional Release.

Even though the offender is not incarcerated, community supervision requires offender accountability. Offenders are held accountable by:

- ♦ maintaining regular employment and/or attending an educational or training program;
- ♦ providing financial and emotional support for their families;
- ♦ paying taxes;
- ♦ attending treatment;
- ♦ paying supervision fees;
- ♦ paying court costs;
- ♦ paying restitution back to the crime victim(s);
- ♦ working community service hours;
- ♦ reporting to the Probation & Parole Officer;
- ♦ abiding by the strict rules of probation or parole.

In addition to requiring these responsibilities, community supervision has the ability to hold the offender accountable by enforcing the following restrictions:

- ◆ restricted traveling or denying relocation to another community;
- ◆ going into debt;
- ◆ their place of residence within the community;
- ◆ their ability to possess or own a firearm or other deadly weapons;
- ◆ their place of employment;
- ◆ entering bars and casinos;
- ◆ must open their home to searches without a warrant;
- ◆ consuming alcohol or entering bars.

The offender is given the opportunity on community supervision to make changes in their behavior and attitude, while being financially responsible for their actions.

The Probation & Parole Officer is required to be a counselor, a police officer, and a mentor to these offenders. They are also required to provide the necessary information & support to victims. The skills required of each officer are myriad and complex.

Officers need to be armed with good communication skills, counseling skills, and persuasion skills. The P&P Officer will also need to be armed with firearms, evidence tape, police backup, cell phones, police radios, handcuffs, bullet proof vests, protective search gloves and O.C. Spray.

Probation & Parole Officers must possess good writing skills. Probation & Parole Officers must effectively communicate with judges, lawyers, treatment specialists, offenders, offender's families and all levels of law enforcement.

Officers work a variety of schedules to assure the evenings and weekends are covered and that they make themselves available to offenders, their families and law enforcement.

Probation & Parole Officers are required to stay current with the laws that apply to their duties and to the offenders. They must be familiar with the correctional system statewide, including the alternative correctional programs and intermediate sanctions available. The Probation & Parole Officer is always mindful to carefully balance the safety of the community and needs of the offender, within the fiscal restraints of the Bureau.

On any given day, over 6,600 felony offenders are being supervised in our communities through out Montana. 75% of all offenders in the Department of Corrections system are serving their time on probation, parole, conditional release, ISP or in a community corrections program.

Probation and Parole supervision & programming is a cost-effective, viable alternative to incarceration.

Making a difference everyday...making Montana communities safer.

PRERELEASE CENTERS

1. WHAT ARE PRERELEASE CENTERS?

Prerelease Centers are community based correctional facilities operated by non-profit Montana corporations under contract with the Department of Corrections. The facilities provide supervision, counseling, assistance in locating employment, life skills training and guidance. They function as a component of the correctional system. Centers provide services for adult male and female offenders who:

- A. Are released from Montana State Prison and Montana Women's Prison,
- B. Have been committed into the custody of the Department of Corrections,
- C. Are parole violators requiring less restriction than a traditional prison setting.

The programs offer an alternative to the direct release of the offender from prison or jail to the community and give the person an opportunity to adjust to the community in a gradual, controlled manner. Transitional steps are provided to prepare the offender for release into free society.

2. WHERE ARE THE PRERELEASE CENTER PROGRAMS LOCATED AND HOW MANY OFFENDERS DOES EACH PROGRAM HAVE THE CAPACITY TO SERVE?

There are currently five Prerelease Center Programs in Montana.

<u>Center</u>	<u>Male Beds</u>	<u>Female Beds</u>	<u>Total</u>	<u>TLP Slots*</u>
Missoula	80	20	100	10
Butte	94	43	137	20
Billings	111	19	130	15
Great Falls	85	28	113	10
Helena	40		40	10
	<u>410</u>	<u>110</u>	<u>520</u>	<u>65</u>
	<u>Grand</u>		<u>520</u>	
	<u>Total:</u>			

* Transitional Living Program

3. HOW ARE OFFENDERS SCREENED FOR PRERELEASE CENTER PROGRAMS TO PROVIDE FOR PUBLIC SAFETY?

Offenders incarcerated at the Montana State Prison, Montana Women's Prison, Regional Prisons and a private prison are screened by a State Screening Committee which includes a representative from the prison, a representative from the Board of Pardons and Parole, and the Community Corrections Division. Prerelease Center personnel also attend the screenings.

The process includes personal interviews with eligible offenders by the screening committee, a careful review of the offender's criminal history and his/her conduct at the institution. The intent of the screening process is to assess if the offender's placement in the community will jeopardize public safety, determine the appropriateness of the offender for a community setting and to assist in the determination of the offender's chances of success in a Prerelease Center Program.

When an offender is approved by the State Screening Committee, for referral to a Prerelease Center, a referral packet is prepared, forwarded to the prerelease center, and a thorough paper review is conducted by a local screening committee. Local screening committees are community-based teams and their membership typically includes a representative from the Prerelease Center, a member of the Prerelease Center's Board of Directors, a Probation and Parole Officer, representatives from local law enforcement and a local citizen.

Offenders committed into the custody of the Department of Corrections may be referred to a Prerelease Center Program in lieu of being incarcerated in prison. These offenders are screened by Probation and Parole personnel, via a "Risk and Needs Assessment". If the offender is appropriate for a Prerelease Center placement, the Probation & Parole Bureau prepares a referral packet, forwards the packet to the Prerelease Center and again, a thorough paper review is conducted by the local screening committee for approval or disapproval.

Offenders violating their parole may also be recommended for Prerelease rather than being returned to prison. The Board of Pardons and Parole makes this determination with input provided by the offender's Probation and Parole Officer and the center's local screening committee.

4. WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR OFFENDERS REFERRED TO A PRERELEASE CENTER PROGRAM FROM THE MONTANA STATE PRISON AND MONTANA WOMEN'S PRISON?

1. Offenders shall be within twenty-four (24) months of parole eligibility or discharge.

2. Offenders making application for placement at a Prerelease Center **shall not have medical or psychological problems, which require hospitalization** or extensive and costly community-based care. If an offender placed in a Prerelease Center has medical/psychological problems requiring treatment over and above what the offender can afford to pay, the offender may be returned to the state correctional facility for treatment.
3. Offenders shall be physically and mentally **capable of work**, educational or vocational training. If unable to work, offenders must be able to financially subsidize their stay at the Prerelease Center. Offenders with disabilities shall not be discriminated against, however, they must be able to financially subsidize their stay at the Center to the same extent that any other offender would be required to do.
4. Offenders in need of treatment must **consent to outpatient treatment** in the community. Offenders will be required to pay for all treatment costs, if they are financially able.
5. Offenders with detainers shall secure verification that the **detainers are resolved** to the satisfaction of the state correctional facility and the Community Corrections Division prior to referral to a Prerelease Center.
6. Offenders shall be **free of felony escape convictions** for a minimum of three years before being considered for referral and/or placement at a Prerelease Center.

Factors such as escape history, detention, increase in custody or previous conduct at a Prerelease Center may be considered in determining the appropriateness of any offender placement at a Prerelease Center.

5. WHAT SECURITY MEASURES ARE UTILIZED AT A PRERELEASE CENTER TO PROVIDE FOR OFFENDER, PERSONNEL AND PUBLIC SAFETY?

A very high percentage of offenders entering a Prerelease Center Program have been involved in drug related crimes and have a history of chemical dependency. As a result of the high percentage of chemical abuse, **the Prerelease Centers have on-site drug and alcohol screenings.**

Offenders are required to provide urine and breath samples upon request. Generally, an offender's urine or breath sample, if determined positive for alcohol or a controlled substance, is cause for returning that individual to the prison.

Offenders are also subject to **room, vehicle and personal searches**. These searches are a means to control offender property and guard against theft, both in the facility as well as in the community. Offenders are required to develop weekly plans for all money spent in the community. This budget planning is designed to provide a safeguard against misuse of allocated funds. Twenty-four hour agendas are also planned by the offender, with assistance from his/her counselor, and monitored by Prerelease Center personnel via random "on-spot" and telephone checks.

6. WHAT ARE THE COST BENEFITS TO THE STATE?

With the state prison population continuing to expand, it is necessary to promote cost effective measures to reduce overcrowding, lower recidivism rates, and provide public safety. While no single factor within the corrections system can provide a complete solution to each of the challenges, the Prerelease Center Programs respond to these issues and is an important element of effective corrections management. The daily cost for an offender in a Prerelease Center is \$40.66 for male offenders and \$50.63 for female offenders, versus \$61.48 for offenders at the Montana State Prison and \$101.80 for offenders at the Montana Women's Prison in FY 2002.

A room and board charge averaging \$11.00 per day, per offender, is assessed Prerelease offenders, so they can help share the burden of the cost of their incarceration. In FY 2002, offenders paid a total of \$1,867,680.73 towards their room and board:

Prerelease Center

Missoula	\$335,160.92
Butte	\$496,040.29
Great Falls	\$368,966.00
Billings	\$522,598.52
Helena	\$144,915.00
Totals:	\$1,867,680.73

7. WHAT DO OFFENDERS CONTRIBUTE TO SOCIETY WHEN THEY PARTICIPATE IN PRERELEASE CENTER PROGRAMS?

Offenders participating in a Prerelease Center Program are able to gain employment to help support their family. They also help pay for medical expenses, make restitution payments, pay taxes and save money for release. All these aspects of Prerelease contribute to easing the offender into accepting responsibility.

From July 2001 through June 30, 2002, male and female offenders participating in Prerelease Center programs earned approximately \$5,534,710.28 in offender earnings, paid \$186,663.63 in restitution and fines, paid \$916,154.43 to income taxes, completed 24,102 hours in community services, placed \$174,878.60 toward medical expenses, completed 823,251.49 employment hours and paid \$318,423.82 for family and child support.

8. HOW MANY MORE BEDS ARE ANTICIPATED FOR PRERELEASE CENTER PROGRAMS AND WHERE?

In the next legislative session, the Department is requesting a 40 bed prerelease center for adult male offenders, possibly located on a Montana Indian reservation as well as 15 female beds in an existing prerelease center.

9. WHAT ARE THE BASIC CRIMES OF OFFENDERS PARTICIPATING IN PRERELEASE CENTER PROGRAMS?

Property crimes appear most often with both male and female offenders incarcerated in a prison setting. The most common property crimes include burglary, theft, bad checks and forgery.

Fairly recent Prerelease Center statistics reflect the following basic types of crime, listed from most to least common:

- ▶ theft
- ▶ burglary
- ▶ criminal sale of dangerous drugs
- ▶ forgery
- ▶ criminal possession of dangerous drugs
- ▶ assault
- ▶ domestic abuse
- ▶ bad checks
- ▶ criminal endangerment
- ▶ robbery
- ▶ criminal mischief
- ▶ deliberate homicide/negligent homicide
- ▶ bail jumping
- ▶ escape/sexual intercourse w/o consent
- ▶ sexual assault

10. HOW MANY OFFENDERS HAVE ESCAPED FROM PRERELEASE CENTER PROGRAMS?

FY1999 - TOTAL: 19
FY2000 - TOTAL: 21
FY2001 - TOTAL: 23
FY2002 - TOTAL: 25
FY2003 - TOTAL: 11 (as of 1/08/03)

The following is a listing of escapes from the Prerelease Centers:

FY2002		FY2003	
Total escapes from Billings	8	Total escapes from Billings	7
Total escapes from Butte	8	Total escapes from Butte	0
Total escapes from Great Falls	7	Total escapes from Great Falls	2
Total escapes from Missoula	1	Total escapes from Missoula	1
Total escapes from Helena	1	Total escapes from Helena	1
Total:	25	Total:	11

Escapes typically occur from the offender's employment site or enroute to and from the employment site and in-between Center movement counts. These also occur less frequently, on a job search pass, treatment pass or community pass.

11. HOW DOES THE DEPARTMENT OF CORRECTIONS KNOW THE PRERELEASE CENTERS ARE PROVIDING THE SERVICES STIPULATED IN THEIR PURCHASE OF SERVICE CONTRACTS?

A formal program and facility audit is conducted annually at each Center. The audits identify existing or potential problems, analyze and evaluate each Center's program to determine efficiency and contribution to the overall mission of the facility and Department, as well as the service needs of the offenders. The audits include:

- 1) an inspection of the facility
- 2) case management review
- 3) review of the security program
- 4) personnel manual and personnel policy review
- 5) financial management review including offender financial records
- 6) safety/medical/food services/sanitation inspection
- 7) purchase of service contract review and
- 8) interviews with personnel and offenders

Documentation must be available to clearly demonstrate that the Center is meeting all of the requirements of the audit standard at all times. A written audit report is provided to Prerelease Center Administrators indicating audit findings, specifically noting any existing deficiencies and deviations from prior audits. A time-line for rectifying deficiencies is stipulated in the audit report.

12. HOW HAS THE INCREASED DEMAND TO PROVIDE CHEMICAL DEPENDENCY SERVICES FOR OFFENDERS AFFECTED PRERELEASE PROGRAMS

To respond to this demand, in March 1998, the Department contracted with the Butte Prerelease Center to provide a comprehensive pilot chemical dependency program, separate from their Prerelease Center program, for adult male and female offenders. This program, having a capacity for 30 offenders, and up to 60 days in length, provides chemical dependency services for:

- 1) Offenders committed to the Department of Corrections in which it is determined that the offender is in need of chemical dependency programming.
- 2) Parolees violating a condition(s) of their parole to a level that could cause them to return to the custody of the Department of Corrections;
- 3) Offenders at MSP or MWP that are mandated by the Board of Pardons and Parole or court ordered to complete chemical dependency programming prior to release; and
- 4) Offenders participating in prerelease center programs violating as a result of alcohol/drug use.

The Department plans to develop another chemical dependency program, similar to the Butte program, in another location.

13. DOES PRERELEASE PROVIDE ANY OTHER SERVICES TO THE DOC?

Yes, the Great Falls Prerelease Center provides 15 aftercare beds for offenders graduating from the "Boot Camp" Program (Treasure State Correctional Training Center). The aftercare program assists TSCTC graduates in making the transition from the TSCTC Program to the Community. The offenders generally stay in the aftercare program from one to ninety days while awaiting sentence reduction paperwork to be processed and/or release planning to be accomplished. While in the program, the offender is required to maintain the order and routine of the boot camp, participate in treatment programming and is provided employment opportunities within the community.

The Department also has a Transitional Living Program (TLP) for adult offenders. This is a nonresidential program wherein the offender resides in the community at an approved residence and reports to the Prerelease Center daily at a time established by the offender's counselor. Offenders participating in the program complete a 24 hour itinerary and are monitored daily by Prerelease Center personnel. The Transitional Living Program allows offenders the opportunity to safely integrate back into the community, assume increased personal responsibility and ensure, to the greatest extent possible, the safety and welfare of the community.

MISSOULA ASSESSMENT AND SANCTION CENTER

MASC

The Missoula Assessment & Sanction Center (MASC) is a unique 144 bed correctional facility for adult male offenders operated within the Missoula County Detention Facility. The offenders housed at MASC are either committed to the Department of Corrections (DOC) via a court order or placed at the center by a state Hearings Officer. The facility functions as a unit of the Community Corrections Division of the Department of Corrections. The program provides for the assessment, treatment and accountability of offender's up to 120 days and ensures that offenders committed to the DOC are appropriately placed in either a community placement or a secure care correctional facility.

MASC was established to assist the Department of Corrections in effectively placing DOC committed offenders in a facility at a lower cost while providing them with treatment opportunities which will make them more acceptable to community corrections entities. MASC aims to place as many offenders as possible in the lower cost community programs in lieu of a secure care facility.

The Missoula Assessment and Sanction Center is a cooperative program established between the Missoula County Detention Facility and the Department of Corrections. The program is for adult male offenders who have been commit by the courts to the Department of Corrections. A similar program, Billings Assessment and Sanction Center (BASC) is being designed for females committed to the Department of Corrections at the Montana Women's Prison.

MASC is comprised of three-units, two of which work in conjunction with each other while the third operates independently.

The HOLDING Unit is designed for offenders who have been pre-screened and accepted into a community corrections program such as Connection Corrections, WATCH, pre-release, conditional release, Treasure State Correctional Training Center (boot camp) or an Intensive Supervision Program (ISP) and are waiting to be placed in the specific program.

The ASSESSMENT Unit is comprised of evaluation, assessment and treatment programming in chemical dependency and mental health, consisting of individual and group counseling. These offenders may have been screened by a community corrections program but for various reasons were not acceptable for placement at the time of screening.

They will be evaluated by the MASC staff and directed to chemical dependency and or the mental health programs. Offenders may be in the facility for up to 120 days receiving programming necessary for compatible community placement. During this time they will receive a chemical dependency evaluation, attend counseling sessions, classes and AA meetings. If it is found that the offender is in need of mental health treatment, he will be

involved in the mental health program, where he will receive an evaluation, assessment, counseling and, if available, referred to mental health programming upon transfer from MASC to the community.

Offenders in Holding or Assessment are capable of being moved from one unit to the other depending on the circumstance of their behavior while at MASC and or their community placement status.

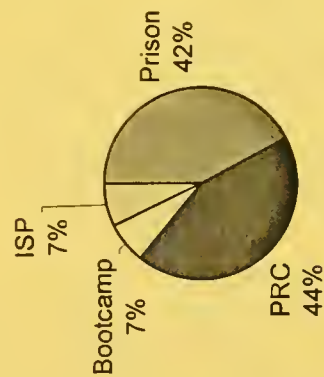
The SANCTION Unit is a thirty (30) day program that operates independently from the Holding and Assessment units. The Sanction unit allows Probation and Parole Hearings Officers to place an offender in the unit to serve a short sentence, in lieu of sending the offender to prison or a higher cost facility for violations of community placement rules.

The Holding and Assessment units have been in operation since December of 2002, the Sanction unit is scheduled to begin operations February of 2003.

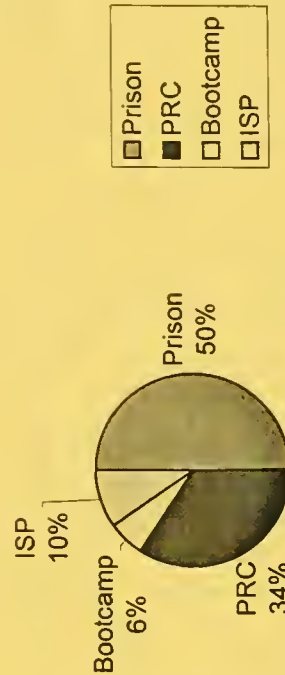
NUMBER OF DOC COMMITS FOR 3 YEARS AND WHERE THEY'RE PLACED

CY	Total DOC Commits	No. to Prison	% Prison	No. to PRC	% PRC	No. to Boot Camp	% Boot Camp	No. to ISP	% ISP
1999	790	333	42%	345	44%	55	7%	57	7%
2000	989	462	47%	344	35%	86	9%	97	10%
2001	1028	511	50%	354	34%	62	6%	101	10%

DOC Commits CY 1999
790 Commits



DOC Commits CY 2001
1028 Commits



INTERSTATE COMPACT FOR THE SUPERVISION OF ADULT PROBATIONER AND PAROLE OFFENDERS

1. **DEFINITION OF AN INTERSTATE COMPACT:** An Interstate Compact, with the consent of Congress, is an agreement entered into by two or more states to provide supervision to offenders who cross state lines to reside and work. The adult compact for the supervision of parolees and probationers was established in 1937.
2. **PRIMARY PURPOSE OF THE COMPACT:** The primary purpose of the compact is to enhance public safety and to provide a mechanism that allows supervision to offenders who cross state boundaries to reside and work. In the beginning, as crime increased and individuals were sentenced, the offender oftentimes was not a resident of the sentencing state. Transportation had become so sophisticated that individuals could travel outside of their residence state, commit a crime and be sentenced, but have no reason to remain in the sentencing state. At first, states informally asked other states to supervise their offenders. Complaints that some states administered and abused the Compact became rampant. The Compact quickly began to recognize a greater need to prepare and enforce standard rules and bring uniformity to the states applying the Compact. The more serious violent offender was beginning to enter back into the communities and law enforcement, the public and victims did not want the communities at risk.
3. **ADMINISTERS OF THE COMPACT:** Administrators and their deputies are appointed by the governor of each state to initiate operational policies, practices and procedures on how adult offenders will be supervised. The Compact Administrator or designee must attend annual meetings to promulgate rules, regulations and policies for the administration of the Compact agreement.
4. **THE FUNCTIONS OF THE COMPACT:** The Compact Unit of each state will arrange for supervision of any person convicted of an offense and placed on probation or parole who requests to cross state boundaries to live, work or to attend school. The Compact will monitor the supervision of adult offenders thru correspondence and telephone communications. The Compact will initiate documents on offenders in order that the receiving state has information to complete home and employment investigations. The Compact agrees to provide supervision if the offenders meet the criteria for acceptance. No state shall refuse to supervise a probationer or parolee because of the offender's crime. The offender is expected to receive the same intensity of supervision and service as a receiving state would provide its own probationers or parolees.

Progress reports will be submitted. Officers will monitor court ordered conditions, conduct searches of the offenders property, complete random urinalysis, prepare Reports of Violation for Courts and Parole Boards, conduct on-site preliminary hearings, arrest, detain and assist in the return of offenders to the sentencing states. The Compact also agrees to do special investigation requests such as pardon investigations, pre-sentence reports, approve travel for offenders, and assist and coordinate the apprehension of

probation and parole violators. Because of this important function, it is necessary that there be a central authority in each state that is responsible for accurate record keeping and accountability for the management and supervision of Interstate caseloads. Each state must adhere to the same policies and procedures to transfer their offenders in order to insure public safety.

5. THE BENEFITS OF THE COMPACT: *Absence of a probation and parole Interstate Compact could turn society back seventy years to the era of a sundown probation or in the extreme, "if you are still in this state by tomorrow morning, we are going to lock you up for committing this crime". States can concern themselves only with what happens to offenders within their own boundaries. Public protection mandates an effective probation and parole Interstate Compact.*

Communities and victims in Montana benefit mostly when the Montana Interstate Unit continues to remain actively involved in updating operational procedures and enforcing policies and procedures to make the Compact work. Conditions of probation and parole will be enforced and victims are more likely to receive compensation if the offender is in the community and working. The offenders also benefit from the Compact because they are allowed to return or relocate where they have families, emotional or financial support, employment or schooling. Many more Montana offenders relocate to other states than what moves into Montana. Offenders also want to leave Montana because there are fewer employment opportunities. They are oftentimes young, more sophisticated in committing crimes and more violent. It is imperative that there are no short cuts taken to supervise these individuals. Any parolee or probationer who requests to leave the sentencing state will be expected to comply with the receiving states supervision policies and will be arrested and returned to the sentencing state, if they violate conditions of supervision or commit new crimes. The receiving state acts as an agent of the sending state in supervising the offenders. When offenders violate the conditions of parole or probation, such violations must be dealt with appropriately. Failure to deal appropriately with violations often makes it difficult and sometimes impossible for the receiving state to maintain supervision and control of the client. Fiscal restraints are not sufficient reason for refusing to return violators under the Compact Agreement.

6. HOW THE MONTANA INTERSTATE UNIT FUNCTIONS: There are over 1600 cases managed by the Montana Interstate Unit. The caseload continues to climb as lengthy probation sentences are imposed as an alternative to incarceration. The Compact Unit is very aware that the number of offenders moving in and out of Montana has consistently increased with more emphasis and attention being given to high risk or dangerous offenders. These concerns are instilled into supervising officers and they are encouraged to cooperate with and follow all of the correct procedures when transferring offenders across state boundaries. The Montana Interstate Unit operations are performed

by a Deputy Compact Administrator and four administrative support staff. The Unit monitors compact rules and regulations as they pertain to the supervision of Interstate offenders. The Unit, with its knowledge about the supervision of interstate offenders, provides the Montana probation and parole officers' technical expertise, leadership, interpretation of laws and the consequences for potential liability issues concerning Interstate Compact matters. The Unit is a clearinghouse for all incoming correspondence and telephone communications and works closely with 23 Montana adult district probation and parole offices, six regional prisons and their institutional probation and parole officers and 65 separate adult Interstate Units throughout the United States. Approximately 1200 of the mentioned cases are Montana offenders residing in other states. Nearly 500 adult offenders, sentenced from other states, are residing and being supervised in Montana. The Unit also coordinates the return of Montana parole violators thru warrants or a Governor's Extradition Warrant. It assists when adult parole absconders are arrested in other states by coordinating or processing legal documents to arresting agencies to detain offenders. In addition, the Unit has the primary responsibility of entering legal data on all adult offenders moving into Montana, as well as completing quality control checks on the data that the probation and parole officers enter on the Interstate offenders. This is a critical component of the Community Corrections Bureau and is very beneficial to other law enforcement agencies as well as all district probation and parole offices throughout the United States. All adult offenders sentenced in Montana, as well as those being supervised from other states and who are under the Interstate Compact supervision, are monitored for their offenses, physical description and whereabouts thru the Adult Information System.

7. USE OF THE INTERSTATE COMPACT - A POSITIVE ALTERNATIVE TO INCARCERATION: As alternatives to prison incarceration are being considered by the Courts, the lengths of sentences are not necessarily getting shorter. Parole Boards and Judges are looking for ways to release individuals back into community quickly because of overcrowded prisons. Many offenders ask to relocate to other states because they are not always residents of the state they are convicted in. Their families, resources and jobs are in other states. Oftentimes, the more violent offender or untreated offender is being released back into the community sooner than expected. Offenders are able to relocate faster because transportation is more sophisticated. Supervision of all offenders crossing state lines is critical and can only be successful based on the fact that the offender is provided the same degree and intensity of supervision in the receiving state, as he or she would receive in his/or her home state. Per Compact policy, a receiving state is not expected to do more or less for an out of state case than it does for its own cases. The offenders are encouraged to pay off restitution and to complete treatment requirements. Measures are taken if the offenders fail to comply.

In spite of problem cases, many offenders successfully complete their sentences while provided supervision in Montana. Those that re-offend or violate conditions of their sentences are often returned to the receiving state or are sentenced to jail or prison.

POSITIVE ALTERNATIVE TO INCARCERATION (continued): Many Montana offenders residing in other states successfully complete their sentences each month. Though there is no perfect solution to preventing crime, if policies and procedures are enforced to provide supervision and hold offenders accountable no matter where the offender originally came from, many of them will successfully complete their sentences.

8. HOW THE MONTANA INTERSTATE COMPACT UNIT IS AFFECTED BY AN INCREASE OF PROBATION AND PAROLE CASELOADS: Interstate caseloads throughout the United States increase as offenders are released back into communities. Montana is no exception. Many offenders have no ties to the states they are sentenced in so they ask to leave the sentencing state. Of real concern are the Compact officials who have been held accountable when offenders travel across state boundary lines and are not provided supervision. Victims are suing. As caseloads increase, so does the work. Where there is no additional staff to help with the increase in numbers, Interstate Units across the United States are being forced to change their day to day work priorities in order to meet demands. If there is a shortage of staff to do the work, communications, paperwork and cooperation become selective! The way the Compact is required to do business is about to change.

In 2001, a number of states enacted into law a new National Commission that will replace the current Probation and Parole Compact Association, as they have all recognized that there needs to be a commission to provide the framework for the promotion of public safety on a day-to-day basis and to regulate the supervision and tracking of interstate offenders. Thirty-five states have passed legislation in order for the new Commission to become effective. The Montana Legislature unanimously approved the change – which is Senate Bill 40 - that will allow the state of Montana to be part of the National Commission. It is further anticipated that by the year's end of 2003, the National Commission will have established the powers and duties to enforce and adopt new rules to implement the new Compact. Every state that has passed the new legislation has made a commitment to comply with the National Commission and to be prepared financially to help budget for the cost of administrative staff that will oversee the day-to-day operations of the Commission at a national level. The National Commission will levy an annual assessment on each compacting state to cover the cost of internal operations and activities of the commission and its staff. The cost will be based upon a formula contained in the commission rule and taking into consideration the population of each state and the volume of interstate movement of offenders in each state. Montana's cost will be over \$18,000.00 based on the offenders Montana will transfer to other states.

In the meantime, the Montana Interstate Unit works hard for the State of Montana. It continues to be in compliance and works to remain flexible to make new changes. Its record keeping and computerized records are adequate and possibly even more updated than some states. The Montana probation and parole officers rely heavily on the

information they receive from the Interstate Unit and they depend on being kept informed of Compact issues. The Unit emphasizes communication and cooperation when working with other states.

The Montana Interstate Unit also provides criminal record information to law enforcement at any time on the entire Montana probation and parole caseload. As organized and hardworking as the Interstate staff may be, it can be difficult at times to keep up with the demands and day-to-day emergencies that occur. It will be critical that the Montana Department of Corrections takes into account the demands being placed on the Interstate Unit as more offenders are released into the community and probation and parole officers are hired to help manage these caseloads. When preparing the Department of Corrections budget, every consideration should be given to the Interstate Unit's needs to meet the adult criminal population growth.

WARM SPRINGS ADDICTIONS & CHANGE PROGRAM

WATCh

FELONY DUI PROGRAM

BACKGROUND

Montana sentencing statute (61-8-731), M.C.A. was revised in the 2001 Legislature allowing the Department of Corrections (DOC) to place fourth and subsequent DUI offenders in a treatment facility rather than prison. The sentence is for 13 months. However, if the offender successfully completes the program, the remainder of the sentence may be served on probation. If the offender does not participate in the program, or if it is determined the offender is inappropriate for treatment in the Modified Therapeutic Community, the offender will be placed at a state prison for 13 months.

The treatment program gives the Department a critical tool for controlling population levels. If the offender fails to complete the program, the offender will be sent to a state prison for the remainder of their sentence.

The Department chose to contract for the operation and management of the Modified Therapeutic Community via the Request for Proposal (RFP) process. Community, Counseling and Correctional Services, Inc. (CCCS) was the successful bidder. CCCS operates the treatment program in a state owned building located on the grounds of Montana State Hospital at Warm Springs, Montana. CCCS named the program Warm Springs Addictions and Change Program (WATCh). The cost is \$50.16 per offender per day.

The contract between the DOC and CCCS requires that a "Screening Committee" determines acceptance into the WATCh program. The Screening Committee is composed of two representatives from the WATCh Program, two representatives from the Department of Corrections, one representative from Anaconda/Deer Lodge County Law Enforcement and one representative from the Montana State Hospital. Generally, all offenders convicted of a fourth or subsequent DUI are accepted. However, several exclusions may apply such as a history of violence, medical or mental health conditions impacting the offender's ability to participate in the program.

MISSION

The WATCh Program is a six-month, intensive, cognitive/behavioral based addictions treatment community designed to assist offenders in the development of the skills necessary to create pro-social change, reduce anti-social thinking, criminal behavior patterns, and the negative effects of chemical addictions while integrating more fully into society.

PURPOSE

Effective treatment for fourth and subsequent DUI offenders can be part of the solution in reducing the incidence of DUI arrests.

Research¹ indicates that the most promising approach to substance abuse treatment is cognitive/behavioral-based programs utilizing the Modified Therapeutic Community Model. The program believes that treatment strategies for achieving increased self-regulation for chemical abuse and criminal conduct must be made to fit the offender's level of awareness, cognitive development and determination to change disruptive patterns of thought and behavior. At the WATCH Program, staff use the appropriate strategies at the particular stages of each offender's process of change.

It is believed that self-improvement and change involves, first and foremost, developing the motivation to change. Once a therapeutic alliance is forged, self-regulating skills may then be learned through motivational counseling, therapeutic confrontation and reinforcement of life enhancing behavior. Effective treatment must integrate the principles of both therapeutic and correctional treatment models.

PROGRAM OVERVIEW

The WATCH Program provides services for up to 140 fourth and subsequent DUI offenders for a treatment stay of 6 months. When fully operational, the program will serve 280 offenders per year.

The WATCH Program is unique in its intensity and duration in that programming is provided 8.5 hours per day. The therapeutic community model ensures that offenders are held accountable all waking hours.

The WATCH Program utilizes the Modified Therapeutic Community Model that is cognitive/behavioral based. It has both the Wanberg and Milkman's curriculum, "Criminal Conduct and Substance Abuse Treatment: Strategies for Self-improvement and Change" and Cognitive Principles and Restructuring as its foundation. There is also a strong emphasis on Criminal Thinking Errors, twelve-step programming, relapse prevention and skill building. The program is six months in duration followed by mandatory aftercare in the community. The WATCH Program is divided into three phases as follows:

- ▶ Phase I B Orientation to the Therapeutic Community
- ▶ Phase II B Modified Therapeutic Community Treatment
- ▶ Phase III B Relapse Prevention and Discharge Planning

1 Harry K. Wexler, PhD, "The Success of Therapeutic Communities for Substance Abusers in American Prisons"

The therapeutic community model simulates a health family and uses community as a treatment method. Roles for each family member and rules are well defined and are to be followed by program participants.

PROGRAM COMPONENTS

1) SCREENING AND ASSESSMENT

Within the first week of the offender's placement, a comprehensive assessment is completed to determine the following: medical status, mental health status, level of risk and risk factors for recidivism, level of substance abuse, and other items necessary to the development of a comprehensive individualized treatment plan.

The Life Skills Inventory B Revised (LSI-R), a statistically valid assessment tool that contains both static and dynamic factors relating to recidivism, is administered at intake and discharge. This tool will demonstrate indicators of pro-social change.

2) MODIFIED THERAPEUTIC COMMUNITY MODEL

As compared to the traditional Therapeutic Community Model, this model is more staff intensive and structured. The Program has implemented a model that consists of the following:

- ▶ The four living areas are designated as separate families.
- ▶ Community meetings are held twice daily.
- ▶ Family structure and roles
- ▶ Programming is conducted separately within each family unit.
- ▶ Each family unit has two chemical dependency counselors, one case manager and a counselor technician.
- ▶ Therapeutic Tasks
- ▶ Responsibility and Discipline
- ▶ Rules and Regulations

3) CHEMICAL DEPENDENCY PROGRAMMING

- ◆ Wanberg and Milkman's curriculum, "Criminal Conduct and Substance Abuse Treatment: Strategies for Self-Improvement and Change" has been implemented.

This curriculum is cognitive/behavioral based. As the curriculum provides for three distinct phases, it is ideally suited for the WATCh program.

- ▶ Phase I B Challenge to Change or the reflective-contemplative phase.

- ▶ Phase II B Challenge to Change is an action phase that involves the Family member in an active demonstration of implementing and practicing change.
- ▶ Phase III B Ownership of Change phase is a stabilization and maintenance phase. The concepts of relapse and recidivism prevention are reviewed.
- ◆ Twelve-step Programming focusing on completion of the 12 steps of Alcoholics Anonymous
- ◆ Involvement in AA and NA meetings to encourage participation in these support groups after discharge.

4) COGNITIVE PRINCIPLES AND RESTRUCTURING

The curriculum is cognitive based and divided into two phases: the *initial phase* (4 weeks) and the *intermediate phase* (16 weeks). The focus is on criminal thinking reports and identifying each offender's criminal cycle, then developing an action plan to change the behavior.

5) CRIMINAL THINKING ERRORS

A structured program of lectures and specific group work exercises that explore the underlying reasons for negative and antisocial thinking and offer remedial methods to redirect thinking and actions to achieve a change to pro-social behavior.

6) FAMILY RELATIONSHIPS PROGRAMMING

It is a cognitive-behavioral educational approach to teach positive parenting skills and attitudes to parents. The program provides 12 group sessions utilizing a workbook titled "Parenting and Family Values".

7) ANGER MANAGEMENT

A cognitive-behavioral curriculum based on the workbook "Coping with Anger". It is delivered in 8 group sessions and intended for use with participants who are learning to manage feelings and behaviors accompanying anger.

8) LIFE SKILL DEVELOPMENT

This program is offered in the final phase of treatment and focuses on a variety of activities to develop the necessary skills to become successful in our communities. Activities that are included are job applications and resumes, role-play of job interviews, educational opportunities applications for benefits and aptitude testing.

9) VICTIM ISSUES/RESTORATIVE JUSTICE

A cognitive behavioral approach to assist offenders in understanding the serious consequences of

their actions, appreciate the pain and trauma they have caused their victims and build empathy for their victims.

10) SPECIALITY GROUPS

These groups would include specific gender groups such as a women's group focused on specific women's issues or a grief group for those suffering a loss.

11. OTHER PROGRAM COMPONENTS

- ▶ UA Testing
- ▶ System of Incentives and Sanctions
- ▶ Recreational Programming
- ▶ Art Therapy

PROGRAM EVALUATION

Evaluation efforts commence on day one of the offender's placement. Initially, the evaluation efforts focus on the Structure and Process of the program itself. Phase progression and completion of modules and assignments is tracked throughout the offender's treatment experience.

Outcome measures are tracked on an on-going basis following the offender's discharge as follows:

- ▶ Arrest data
- ▶ Technical Violations
- ▶ Revocations
- ▶ Convictions
- ▶ Degree of Compliance with the Aftercare/Discharge Plan
- ▶ Continuity of Care
- ▶ Sobriety or use information
- ▶ Life Style Changes
- ▶ AA attendance

Offenders successfully completing the program will be tracked for five years. Two methods of tracking will be used:

1. Utilizing the Adult Corrections Information System (ACIS)/PRO-Files for convictions and technical violations on a monthly basis.
2. Collection of the above measures from the local Probation and Parole Officer on a quarterly basis.

WATCH PROGRAM

PROGRESS & EFFECTIVENESS

The following is a compilation of statistics for the WATCH Program. These numbers were generated from information gathered from all program participants who have entered into the program since February 1, 2002 through November 30, 2002.

AVERAGES:

- Age at admission: 42 (Age Range: 21-70)
- BAC at time of arrest: 0.207
- Number of DUI'S: 6.02
- # of misdemeanors: 15.43
- # of felonies: 1.48 (includes current charge(s))
- # of prior outpatient treatments .54
- # of prior inpatient treatments: 1.29
- Age of first use: 12.17
- Longest time clean and sober: 7.86 months
- Co-morbid conditions: 33.73%
- Level of education: 11.82
- Primary Drug of Choice: alcohol
- Length of stay for those who complete: 182 days
- Length of stay for those who do not complete: 89 days

TOTAL NUMBER ADMITTED TO THE PROGRAM: 252

Of these 252, there are:

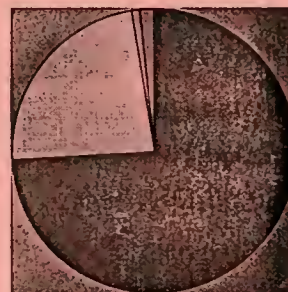
- 228 males (90.47%)
- 24 females (9.53%)
- 55 Native Americans (21.83%)
- 2 African Americans (.79%)
- 4 Hispanics (1.59%)
- 176 Caucasians (75.79%)

Gender



■ Male
□ Female

Ethnicity



■ Caucasian
□ Nat. American
■ African Am
■ Hispanic

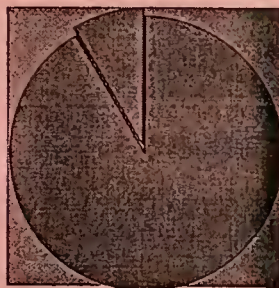
OTHER INFORMATION:

- # of positive UA's: 0 (this does not include intake UA's)
- # of positive BA's: 0 (this does not include intake BA's)

TOTAL NUMBER OF DISCHARGES: 115

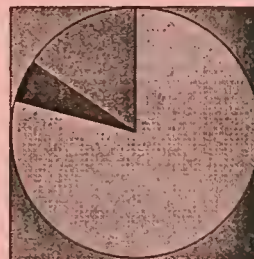
- 105, or 91.3 % of total discharges have been males.
- 10, or 8.7% of total discharges have been females.
- 91, or 79.1% of the total discharged, have completed the program.
 - ❖ Of these 91:
 - 8, or 8.8% were female; and
 - 83, or 91.2 were male.
- 24, or 20.9%, did not complete the program.
 - ❖ Of these 24:
 - 18, or 75%, were the result of a disciplinary decision.
 - Of these 18:
 - 2, or 11.11% were females; and
 - 16, or 88.89% were males.
 - 2 (both male) were later returned to the program, both successfully completing.
 - 2, or 8.39% of these discharges, were as a result of voluntary resignation (all male)
 - 1, or 4.2% of the total number discharged, did not complete the program due to death.
 - 1, or 4.2% of the total number discharged, did not complete the program due to transfer to a pre-release center due to needing a less intensive level of care.
 - 2, or 8.3% of the total number discharged, did not complete the program due to his/her sentence expiring.

Breakdown of Discharges by Gender



■ Male
■ Female

Discharge Categories



□ Complete
■ Other Discharge
■ Disciplinary

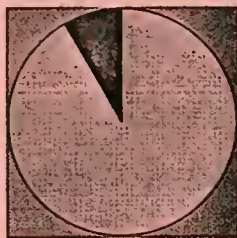
AFTERCARE:

NOTE: The following numbers have been generated by contact with aftercare counselors and probation officers.

91 individuals have completed the program or discharged from the program to the community. We currently have information regarding 82 of these individuals

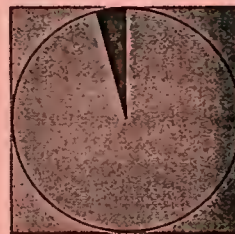
- 76 or 83.5% , are attending aftercare as required.
- 75, or 82.4%, are attending AA as required by their outpatient counselors and/or probation/parole officers.
- 88 individuals, or 96.7% are reporting to their probation/parole officer as mandated.
- 68 individuals, or 74.7%, are currently employed.
- 3 individuals, or 3.3%, have received sanctions for initial non-compliance with probation and parole rules. These individuals are now in compliance.
- 3 individuals, or 3.3%, have absconded from supervision.
- 3 individuals, or 3.3%, are in the revocation process for drinking.
- No one has been arrested for committing a new crime.

Aftercare



□ Kept Initial Appt.
■ Did not keep Appt.

Probation



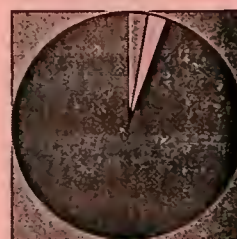
□ Regular Report
■ Non Compliant

AA Attendance



□ Regular Attendance
■ Non Attendance

Sanctions/Criminal Activity



■ Recv'd Sanctions
□ Absconded
□ Comitted New Crim
■ In Compliance

TREASURE STATE CORRECTIONAL TRAINING CENTER

BOOT CAMP PROGRAM



1. Treasure State Correctional Training Center (Boot Camp)

The Correctional Training Center (CTC) is a correctional facility for adult offenders (called trainees while in the program). The program is based on a military format, which stresses military tradition, bearing, physical training, drill and ceremony. The 90 to 120 day program combines treatment and rehabilitation programming in an intensive, structured and disciplined correctional environment. CTC is a voluntary program and all trainees must sign a wavier stating that they have been informed about the program; that certain privileges, which they may be afforded at other correctional facilities, are not available to them in this program, and they must agree to abide by the strict discipline, accountability requirements and physical standards while adhering to the intensive treatment program.

2. Why was the program established?

TSCTC was established as an alternative to long-term incarceration, as a method of reducing long term costs of keeping selected offenders incarcerated, and to provide a positive atmosphere for change.

3. What are the eligibility requirements?

Individuals who volunteer for the program are initially screened by the CTC Institution Probation and Parole Officer (IPPO), who verifies that they meet the basic requirements for entrance into the program. Those who qualify for the program are then presented to the CTC screening committee. The screening committee is made up of DOC personnel, local citizens and law enforcement personnel.

Individuals screened for the program are referred from a broad range of correctional entities, those being: Montana State Prison, Missoula Assessment and Sanction Center (MASC), all Regional Prisons, Department of Corrections

(DOC) placements, and referrals from district court of individuals on probationary status.

To be eligible for the program an individual must:

- be convicted of a felony offense, other than those punishable by a death sentence
- be serving a sentence of one year or more, except in the case of an individual on probationary status
- not be designate as a "dangerous offender"
- not have a pattern of predatory violent behavior or escape
- be classified as either minimum or medium custody
- not have outstanding detainers or warrants
- not have physical limitations (which would prevent strenuous activity)
- not have mental impairments (which would unduly restrict participation)
- pass a medical exam to ensure sufficient health for participation, and
- may not be admitted to the program more than twice.

All individuals accepted into the CTC program must have a recommendation from their sentencing judge or the Board of Pardons and of Parole (BOPP). Statute does not allow the courts to make direct commitments to the program. The court may recommend an offender for the program, but placement is contingent upon the individual meeting the eligibility requirements criteria and approval of the CTC screening committee.

4. How does the program operate?

The program involves accountability, strict discipline, regimentation, and physical fitness standards while incorporating an intensively structured treatment program. During the trainees' stay, they are required to participate in **all** segments of the program. Due to the short duration of the program, the amount of material to be covered, and the goals that need to be accomplished, treatment and counseling are afforded on a group basis. For the program to be beneficial, it is necessary to adhere to strict guidelines. If a trainee's needs fall outside of what is offered by the program, it may be necessary to transfer that trainee to another correctional facility where those needs can be addressed on a more personal basis.

The trainee must commit to making 100% effort 100% of the time, both physically and mentally, while in the program. If they are sick, they lose that day and must make it up. If they are in segregation awaiting a hearing or disciplinary sanctions, they lose those days and must make them up before they can graduate. The trainees do not receive good time nor do they get paid while they are in the CTC program. The program provides an opportunity for the trainees to change their criminal behavior and thinking to help prevent future victimization and to help them become physically fit and healthy.

5. What is the focus, type of treatment and counseling offered at CTC?

Accountability: "I will take the credit or the blame for my actions". This is one of the foundations of the TSCTC program. Holding offenders accountable for the harm they have done to others is one of the fundamental goals of the program.

Offenders are held to strict standards of discipline. Rules are enforced quickly with immediate consequences. TSCTC strives to make offenders learn to follow the rules. Learning discipline by itself does not prevent offenders from victimizing others again. Enforcing strict discipline adds stress. This stress is used to create receptiveness in the offender. With the improved receptiveness, offenders attend programs including:

- Anger Management
- Cognitive Restructuring
- Parenting
- Thinking 4 Change
- Substance Abuse Counseling
- Victimology
- Victim Impact
- School
- Psychological services
- Religious Services

6. How is the individual trainee's progress monitored?

The CTC program is separated into five phases. Each phase has minimum standards, which the trainee must satisfy before progressing to the next phase. The Program Review Team reviews the trainee's progress approximately every three weeks. The team reviews all written documentation and listens to oral reports from program facilitators and drill staff when determining whether a trainee should advance or regress in the program. Trainees are given the opportunity to address the Program Review Team and discuss their progress, etc.

7. What happens to the trainee upon completion of the CTC program?

Intake takes place every third Tuesday and graduations occur almost weekly, depending on when the trainees' individual 90 to 120 day program requirements are satisfied. There are five squads at different phases in the program at all times. The trainees don't necessarily stay with the squad in which they arrived. A trainee may be demoted to a lower squad, depending on attitude, progress, and discipline. Upon graduation, a high majority of trainees will be transferred to the Great Falls Aftercare Program, where they (now known as booters) stay from thirty to ninety days while awaiting sentence reduction paperwork to be processed and/or release planning to be accomplished. A select few may be released to the Intensive

Supervision Program (ISP) or Parole and Probation. The Booter is required to participate in a combination of release options such as Aftercare, Pre-Release, and then ISP. The release plan is coordinated through CTC's Institutional Probation and Parole Officer, the Probation and Parole Officer II at the Aftercare program, the sentencing court, and the Probation and Parole Officer in the receiving community. In most cases, the Certificate of Completion will be awarded to the Booter who has completed successfully both CTC and Aftercare/Pre-release/ISP.

8. What is the capacity of the program and the current average daily population?

The Treasure State Correctional Training Center was designed to accommodate 60 trainees. The average daily population as of December, 2002 was 49. Current population as of December 31, 2002 was 48 trainees.

9. What statistical data is available on the CTC program?

July 1993 – June 2002

New Admissions from Prison	<u>870</u>
DOC Direct Transfers	<u>386</u>
Probationers	<u>112</u>
Re-Admissions	<u>120</u>
Total Admissions	<u>1488</u>
Number of Graduates	<u>713</u>
To Great Falls Aftercare	<u>648</u>
To other (Pre-release/Probation/ISP)	<u>65</u>
Number of Intakes	<u>139</u>
Average received at intake	<u>11</u>



